

Message

From: Knott, Steven [Knott.Steven@epa.gov]
Sent: 4/6/2020 7:31:21 PM
To: Wong, Diana [Wong.Diana-M@epa.gov]
CC: Hughes, Hayley [hughes.hayley@epa.gov]; Wood, Donald [Wood.Donald@epa.gov]
Subject: RE: Draft Agenda for Tomorrow's Closed Administrative meeting
Attachments: SACC Charter and Ad Hoc Full Roster April Asbestos_smk_20200406.docx; Asbestos Public Virtual Preparatory Meeting Final Agenda 4-6-2020_smk_20200406.docx

Thanks Diana. A couple minor comments on each document (attached). For the roster, I recommend removing all periods from the credentials so we don't have the discrepancy with DVM and MPH.

I also found a couple listings curious but no showstoppers (I think). We can discuss later.

Thanks again.

Steve

Steven M. Knott, M.S.
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From: Wong, Diana <Wong.Diana-M@epa.gov>
Sent: Monday, April 06, 2020 11:33 AM
To: Knott, Steven <Knott.Steven@epa.gov>
Cc: Hughes, Hayley <hughes.hayley@epa.gov>; Wood, Donald <Wood.Donald@epa.gov>
Subject: RE: Draft Agenda for Tomorrow's Closed Administrative meeting

Thanks Steve.

The revised agenda for the public meeting (see attached) was sent to you earlier this morning.
Thanks Steve.

The revised agenda for the public meeting (see attached) was sent to you earlier this morning.

The public roster for the asbestos review panel is also attached. OPPT asbestos team has been asking for the roster. I would also like to send out the roster to the review panel today, along with the 2 agendas. Thanks.

Best Regards,
Diana

From: Knott, Steven <Knott.Steven@epa.gov>
Sent: Monday, April 6, 2020 11:19 AM
To: Wong, Diana <Wong.Diana-M@epa.gov>
Cc: Hughes, Hayley <hughes.hayley@epa.gov>; Wood, Donald <Wood.Donald@epa.gov>
Subject: Draft Agenda for Tomorrow's Closed Administrative meeting

Diana,

I've made some additional revisions to the subject draft agenda (see attached), including adding David Fischer to the Welcome.

I'm copying Don since I changed his entry on the draft agenda (Don, please correct as needed).

Early this afternoon, I'll be reviewing:

- 1) Scripts for administrative and public meetings
- 2) Draft Agenda for public meeting (when available)

In addition, I'll follow up on the public roster and biosketches.

Thanks.

Steve

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